

**Stephanie Rawlings-Blake**  
Mayor



Room 250  
City Hall  
Baltimore, MD 21202

**PRIVILEGED AND CONFIDENTIAL  
MEMORANDUM:**

November 16, 2015

**TO:** The Honorable Mayor Stephanie Rawlings-Blake  
Kaliopé Parthemos, Chief of Staff  
Khalil Zaied, Deputy Mayor of Operations  
Steve Sharkey, Director of DGS  
Sam Sidh, Director of CitiStat

**FROM:** CitiStat Team

**SUBJECT:** DGS-Stat Briefing



- **Making Progress**

- **Snow Fleet Status.** The Department of General Services (DGS) conducts Preventative Maintenance (PM) on vehicles and other equipment to extend their durability. All of the 2015-16 snow Preventative Maintenance work orders are complete and ninety-nine trucks received new blades for the snow season.

- **Needs Improvement**

- **Yard Inspections.** Fleet Management is performing yard inspections on other agency lots. During these inspections, vehicles are checked for issues and yard supervisors are informed of any found issues. As the process improves, they impact the ability to inform of repeat offenses and offenders. To date, 32 of the 62 (52%) vehicles inspected during yard inspections needed to be brought in for repairs.
- **Priority Vehicle Emails.** DGS monitors the availability of all vehicles, including those designated as priority vehicles. Priority vehicles consist of medic units, ladder trucks, pumper engines, marked police, load packers, roll-off, and sweepers. DGS sent emails requesting the current number of required priority vehicles to all the agency personnel that deal with Fleet Management. To date, only the Fire Department has provided feedback. Improved communication strategies are needed to ensure DGS has accurate and up to date numbers when calculating the percent of priority vehicles available.